

**County of Loudoun
Department of Planning**

MEMORANDUM

DATE: June 18, 2009

TO: Loudoun County Planning Commission

FROM: Nicole Steele, Project Manager

SUBJECT: **June 18, 2009 Planning Commission Public Hearing
SPEX 2009-0007, Newton School at Loudoun Commerce Center**

Background

At the time the Newton School staff report was written, a number of issues remained unresolved. As summarized in the Staff Report, the applicant had requested changes to the proposal to include Saturday classes for which no traffic impact analysis had been previously provided and to increase the age of the school children from sixth grade to eighth grade. Additionally, the applicant was not in agreement with a number of the staff recommended Conditions of Approval including providing bicycle racks for the employees of the school, provide a one-time fire and rescue contribution based on Board policy, and provide a safe school zone with a designated drop-off and pick-up area.

New information was provided at the Planning Commission briefing on June 11, 2009 to address vehicle trip generation from the proposed Saturday classes and the applicant offered a student drop-off/pick-up circulation plan for the County's consideration.

Following the Planning Commission briefing, staff and the applicant reviewed the new material and are in agreement with the following: (1) The Applicant is providing a bicycle rack for a minimum of five bicycles for its employees, (2) The Applicant is providing a one-time Fire & Rescue contribution per Board policy, (3) The Applicant and Staff reached an agreement on the drop-off/pick-up plan (*attached*) and is reflected in the revised Conditions of Approval (*attached*), (4) The revised trip generation for Saturday classes meets an acceptable level of service (*attached*), and lastly, (5) Staff verified that the Applicant does not intend to increase the maximum number of 75 students with the request to increase the age of the children. The outstanding issues identified in the Staff Report have been adequately addressed through the revised Conditions of Approval dated June 18, 2009 (*attached*).

SUGGESTED MOTIONS

1. I move that the Planning Commission forward SPEX 2009-0007, Newton School at Loudoun Commerce Center, to the Board of Supervisors with a recommendation of Approval, subject to the Conditions of Approval dated June 18, 2009.

OR,

2. I move that the Planning Commission forward SPEX 2009-0007, Newton School at Loudoun Commerce Center, to a worksession for further discussion.

OR,

3. I move that the Planning Commission forward SPEX 2009-0007, Newton School at Loudoun Commerce Center, to the Board of Supervisors with a recommendation of denial, based on the following Findings:

Attachments:

1. Revised Conditions of Approval dated June 18, 2009
2. Findings for Approval dated June 18, 2009
3. Carpool Drop-Off and Pick-Up Procedures
4. Newton School Safety Plan dated June 18, 2009
5. Newton School Drop-off/Pick-up Plan dated June 18, 2009
6. Supplemental Traffic Analysis dated June 9, 2009
7. Queuing Exhibit

NEWTON SCHOOL – SPEX 2009-0007

CONDITIONS OF APPROVAL *dated June 18, 2009*

1. Special Exception Plat. The proposed private school shall be developed in substantial conformance with the Special Exception Plat (SPEX 2009-0007) prepared by Dewberry & Davis LLC, dated March 31, 2009, revised through May 8, 2009, as well as the Revised 1993 Loudoun County Zoning Ordinance. Approval of this application does not relieve the Property of any Zoning Ordinance, Codified Ordinance, or any other requirement.
2. Uses Permitted. Approval of this Special Exception (SPEX 2009-0007) application grants approval for a private school use, as defined by the Revised 1993 Loudoun County Zoning Ordinance, in the PD-IP (Planned Development – Industrial Park) zoning district, on the subject property as depicted on the Plat.
3. Maximum Number of Children Enrolled – There shall be no more than 75 full-time and/or part-time children enrolled at any one time during each programmed year of instruction. Student enrollment shall be limited to kindergarten through eighth grade.
4. Time of Year and Hours of Operation – The uses shall only operate between the hours of 8:00 AM and 6:00 PM, Monday through Friday and Saturday 9:00 AM to 3:00 PM. No enrolled child shall be on the property after 6:00 PM for activities related to the regular curriculum.
5. Bike Racks – Prior to approval of the first occupancy permit for the Proposed Use, the Applicant shall install at least one bike rack that accommodates at least five bicycles to be located within 15-feet of the school entrance. The location and type of bicycle racks used shall be consistent with the recommendations outlined in the Association of Pedestrian and Bicycle Professionals (APBP) "Bicycle Parking Guidelines".
6. School Safety Zone – The Applicant shall provide school zone signs, safety stripping, a demarcated drop-off/pick-up area, and "Do Not Block Parking" stencils as shown on the Newton School Safety Plan dated June 18, 2009. The Applicant shall also conform to the Newton School Drop-off Plan dated June 18, 2009 and the Newton School Carpool Drop-off and Pick-up Procedures document. ~~All crosswalks in the area of the Special Exception shall be demarcated with stamped asphalt or similar material. Said crosswalks shall provide a distinct texture and color as a visual separation between the crosswalk and the driveway or street over which the crosswalk is installed. Signage shall be installed depicting the school zone and drop-off/pick-up area. Crossing guards shall help facilitate traffic flow during drop-off and pick-up times during the school day.~~

7. Meals Preparation – There shall be no daily, or regular, meal preparation on the property for children or employees in any capacity related to the operation. Food preparation, as it relates to the curriculum of the uses, is permitted.

NOTE: The Applicant has agreed to provide a one-time fire and rescue contribution to the County in the amount of \$0.10 per square foot of non-residential floor area construction for equal distribution between the primary servicing fire and rescue companies. This contribution shall be made at the time of issuance of the first zoning permit for the private school use. The contribution shall escalate annually, from January 1 of each year following County approval of the Special Exception Application, in accordance with the Consumer Price Index for all urban consumers (CPI-U), base year of 1988, as published by the Bureau of Labor Statistics, U.S. Department of Labor.

NEWTON SCHOOL AT LOUDOUN COMMERCE CENTER
SPEX 2009-0007
FINDINGS FOR APPROVAL

1. The proposal conforms to the policy guidance of the Revised General Plan for the Special Exception Use for a Private School in the Keynote Employment Area which designates no maximum amount of public and civic uses to be located in the community.
2. The proposed use complies with the applicable requirements of the Revised 1993 Zoning Ordinance as a Special Exception Use in the Planned Development – Industrial Park community.
3. The Conditions of Approval dated June 18, 2009, particularly those regarding hours of operation, the number of children enrolled, drop-off/pick-up procedures, the creation of a school zone and the established bicycle and pedestrian connectivity mitigate the impacts of the proposed use on surrounding properties and will help ensure compatibility and safety with the surrounding uses in the vicinity of the application.

The Newton School Carpool Drop-Off and Pick-Up Overview

In order to run The Newton School carpool *drop-off* and *pick-up* safely and efficiently, at maximum capacity the School will stagger the start and end times each day in 15 minute intervals between 8:30am and 9:00am, and 3:00pm and 3:30pm.

The majority of students will arrive via family carpools or via the Newton School buses. We estimate that each vehicle will average 2.5 students per car/bus, generating a maximum of 10 cars during each 15 minute interval.

The following table outlines the maximum number of vehicles per 15 minute interval:

Start	End	Max # students	Student/ vehicle	Max # of vehicles
8:30am	3:00pm	25	2.5	10
8:45am	3:15pm	25	2.5	10
9:00am	3:30pm	<u>25</u>	2.5	10
75 students				

In addition to the carpool procedures outlined below, The Newton School will place "School Zone" signs on both ends of the area in front of the School. Furthermore, the pavement will be visibly marked "School Safety Area".

The Newton School Carpool Drop-Off and Pick-Up Procedures

We are implementing a carpool system so that children can safely and efficiently be dropped-off and picked-up each day. The following details this process:

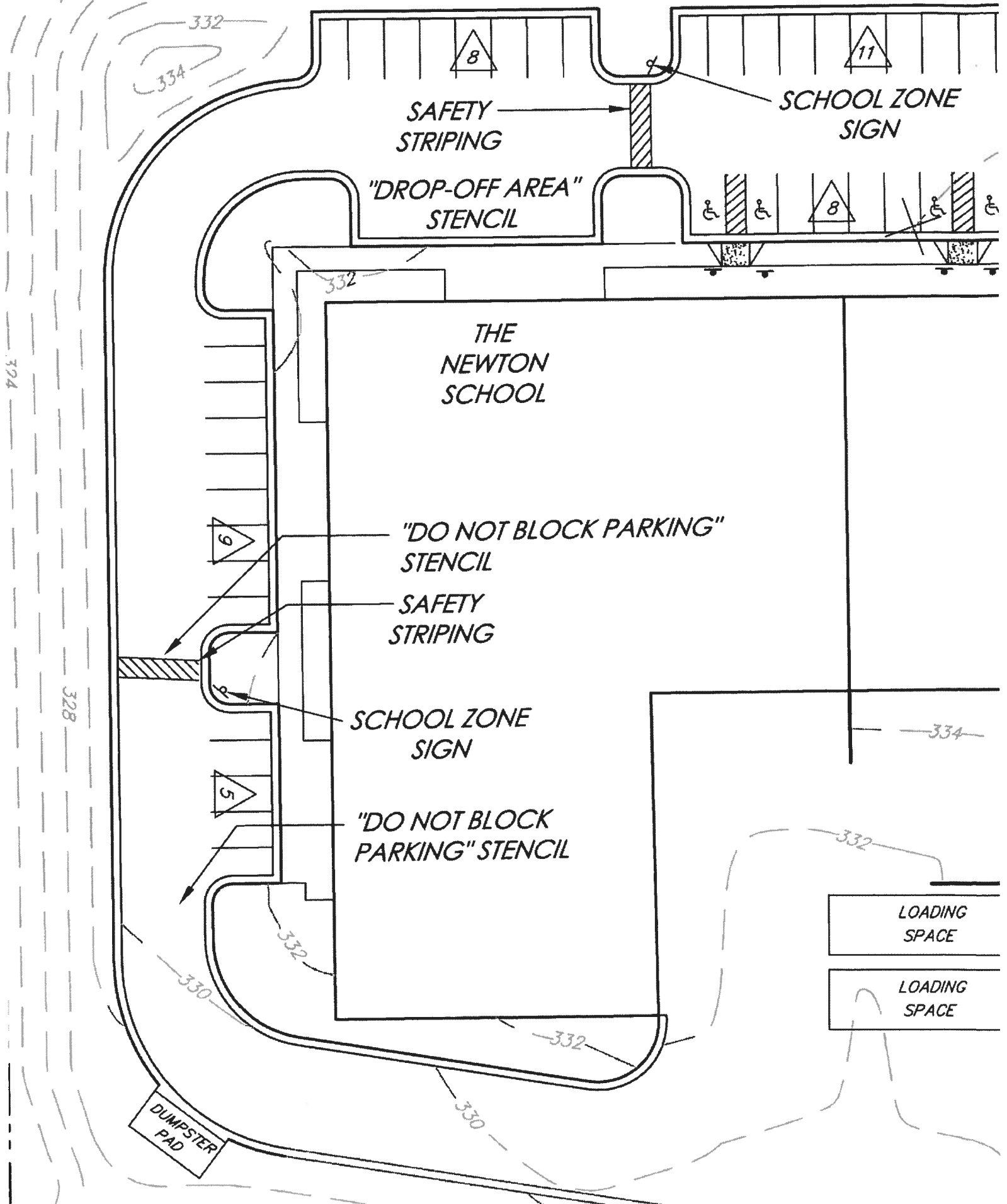
- Parents should drive into the Loudoun Commerce Center from Nokes Boulevard and immediately turn right at the T.
- Parents should then turn at the first left (south) and go around to the rear of our building (# 45965). Turning right and right again, parents will circle the building and arrive at the front entrance.
- Parents will form a line of cars parallel to the front doors. The front of the building will be marked off so that no vehicles may park in those spaces. The handicap parking spaces in the next bay will remain available at all times.
- At the assigned start-time (determined by grade/class), faculty members from The Newton School will be designated to assist each student from their carpool/bus and into the front door. There they will be met by their teachers. Children will not be allowed to leave their vehicle without a Newton School adult escort.
- At the assigned end-time, faculty members from The Newton School will be designated to assist the child from the lobby to your car/bus. Each vehicle must have the child's name in the front right window* and the adult picking up the child must be on the previously provided list of adults designated for pick-up or the child will not be released.

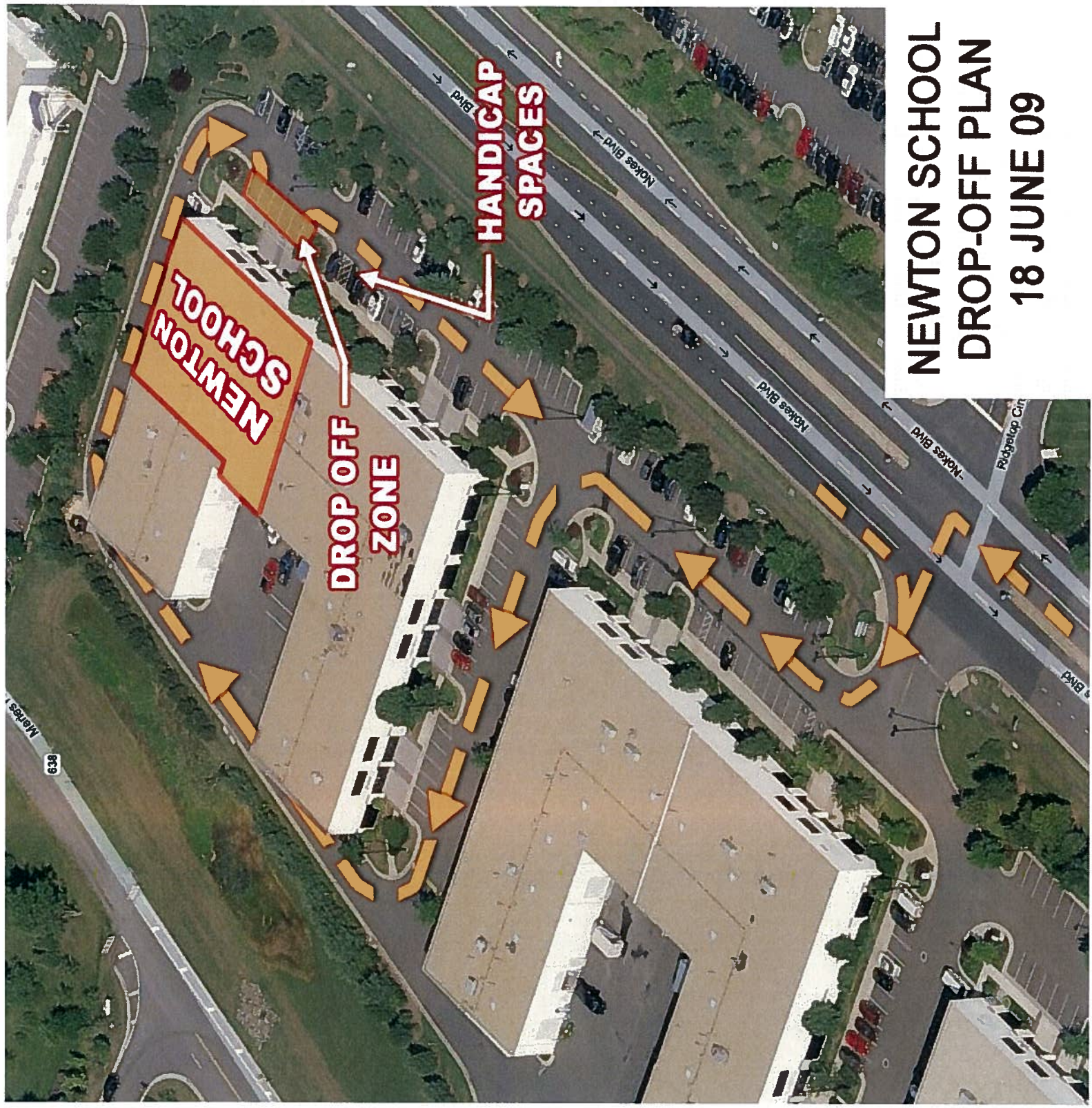
If a parent chooses not to participate, the parent must park on the west side of the building in designated parking spaces, and must walk their child to the front door on the sidewalks. This procedure is required so that the child only walks on the sidewalk and never in the parking lot or on the street.

If a parent or designated driver does not follow this procedure, The Newton School will contact the parent immediately to review the carpool drop-off and pick-up requirements, and will be repeated as needed until the situation is corrected.

*Signs will be provided with the Parent/Student Handbook in August 2009.

NEWTON SCHOOL SAFETY PLAN - 18 JUNE 09





**NEWTON SCHOOL
DROP-OFF PLAN
18 JUNE 09**

**MEMORANDUM**

TO: Shaheer Assad
FROM: Christopher Tacinelli
Tushar Awar
Pooja Bhagia
DATE: June 9, 2009
SUBJECT: Newton School Development

Loudoun County, Office of Transportation

Saturday Peak Hour Analysis

The purpose of this memorandum is to evaluate whether the subject development will require an analysis to be conducted for the Saturday peak hour period.

A Traffic Impact Study was conducted for the Newton School Development, which concluded that the study intersections along Nokes Boulevard operate at acceptable levels of service for future conditions with development for the AM and PM peak periods. Results of the intersection capacity analysis may be seen in **Table 1** below.

Table 1: Future with Development (2010) Intersection Capacity Analysis

Intersection (Approach/Movement)	AM Peak Hour		PM Peak Hour	
	LOS	Delay	LOS	Delay
Nokes Boulevard and Ridgetop Circle (East)				
Overall (Unsignalized)	N/A	N/A	N/A	N/A
Eastbound (Left)	A	8.1	A	7.8
Westbound (Left)	A	7.6	A	8.0
Northbound	B	10.4	C	21.3
Southbound	B	11.4	C	15.3

N/A: Not Applicable

Traffic counts (2007) along Nokes Boulevard were used in order to compare the AM, PM and Saturday traffic volumes. It may be seen from **Table 2 below**, that the traffic volume traveling in the peak direction (eastbound) during the AM peak hour decreased by approximately **26%** on Saturday; the traffic volume traveling in the peak direction (westbound) during the PM peak hour decreased by approximately **10%** on Saturday.

Table 2: Existing Traffic Volumes (AM/PM/Saturday)

Nokesville Rd	AM/PM	Saturday
Eastbound	1341 (AMPH)	998
Westbound	879 (PMPH)	794

Based on the existing traffic volume data, it may be concluded that traffic volumes associated with the Saturday peak hour are considerably lower than the volumes traveling during the AM and PM peak hours (in the peak direction). The analysis for Newton School shows acceptable levels of service associated with the AM and PM peak periods; therefore, the Saturday peak hour period should follow acceptable levels of service since the volumes are lower than the AM and PM peak hour periods.

Conclusions

- The traffic impact study conducted for the Newton School Development shows acceptable levels of service at the study intersections for the AM and PM peak hours under future with development conditions
- Existing traffic counts for AM and PM peak hours along Nokes Boulevard show that the AM and PM volumes (for the peak direction) are greater than the Saturday volumes; therefore, a Saturday analysis would result in acceptable and better levels of service
- It can be concluded that a Saturday analysis would not be necessary due to the following:
 1. The traffic impact study conducted for the Newton School Development concluded that the study intersection will operate at acceptable levels of service under future conditions for the AM and PM peak hour periods; and
 2. Traffic counts show that the existing Saturday volumes are lower than the AM and PM peak hour volumes traveling in the peak directions.

